

**City of Bixby  
City Council Meeting  
Minutes  
City Hall Municipal Building  
116 W Needles, Bixby, OK 74008  
January 11, 2016 6:00 P.M.**

The agenda for the regularly scheduled meeting of the City Council of the City of Bixby was posted on the bulletin board at City Hall, 116 West Needles Avenue, Bixby, Oklahoma on January 8 on or before 5:00 p.m.

Mayor Easton called the meeting to order at 6:05 p.m.

Yvonne Adams City Clerk called roll and all members were present except.

**Members Present**

**Guthrie  
King  
Stewart  
Loudermilk  
Easton**

**Staff Present**

**Patrick Boulden, City Attorney  
Jared Cottle, City Manager  
Don Cash, Parks Director  
Ike Shirley, Police Chief  
Bryan Wood, Fire Chief  
Yvonne Adams, City Clerk**

**PLEDGE OF ALLEGIANCE**

**Invocation was given by City Clerk Yvonne Adams**

**Mayor Easton said Item #1 on the Consent Agenda is:**

**CITY CLERKS REPORT**

Consider and approve:

- a) Minutes for the Regular City Council meeting dated 12/14/15.
- b) Minutes for the Special Work Session meeting dated 12/28/15.
- c) Conrad Fire Equipment, sole source vendor (Purchasing Ordinance No. 2121, 2-80) for preventative maintenance on four Pierce fire apparatus (Engine #1, Engine #2, Engine #3 and Ladder #1) in the amount of \$9,708.28.
- d) Recommendation of denial of claim for Diane Parnell from OMAG (Oklahoma Municipal Assurance Group).

Mayor Easton asked if there are any questions or amendments to the consent agenda. Councilman Stewart made motion to approve items a, b, and c, seconded by Vice Mayor Loudermilk. The vote was taken with the following results:

Carried 5-0

Yes: Stewart, Loudermilk, King, Guthrie, Easton  
No: None

Item “d”

Councilman Guthrie asked Patrick if there was any more information relating to this item. City Attorney explained that our insurance company OMAG (Oklahoma Municipal Assurance Group) had properly done their investigation on the denial of this claim and that the information in the agenda packets is all that was sent for us to review.

Mayor Easton asked for a motion on item “d”. Councilman Guthrie made motion to approve, seconded by Mayor Easton. The vote was taken with the following results:

Carried 5-0

Yes: Guthrie, Easton, Loudermilk, Stewart, King  
No: None

**Mayor Easton said item #1 on the Regular Agenda is:**

Discussion and Motion to Reconsider the City Council's December 28, 2015 approval of a Final Plat for “The Trails at White Hawk II”, property located north and east of the intersection of East 151st Street and South Hudson Avenue.

Presented by: Patrick Boulden

Others that spoke: Patrick Schiffli, Bob Evans, Jon Stevens, Kevin Riddle, Amanda Laughlin, Rich Laughlin, Kelly Corado, Noel Yuen

City Attorney Patrick Boulden explained that items 1 and 2 are related with the first is more procedural in which council has already taken action on the Final Plat for “The Trails at White Hawk II”, Patrick explained that to Reconsider that prior action someone on the prevailing side that approved the Final Plat would be authorized to make a motion and then any councilmember can second it, if that motions fails then the prior action of the council will stand.

Mayor Easton stated that in new light the developers would like to show another way to handle this issue.

Mayor Easton asked for a motion on item #1. Mayor Easton made motion, seconded by Vice Mayor Loudermilk. The vote was taken with the following results:

Carried 3-2

Yes: Easton, Loudermilk, Guthrie  
No: Stewart, King

**Mayor Easton said on Item #2 on the Regular Agenda is:**

Re-consideration, discussion and action to approve a Final Plat for “The Trails at White Hawk II”, approximately 28.613 acres in part of the W/2 SE/4 of Section 15, T17N, R13E, property located north and east of the intersection of East 151st Street and South Hudson Avenue.

Presented by: Staff

Others that spoke: Patrick Schiffli, Bob Evans, Jon Stevens, Kevin Riddle, Amanda Laughlin, Rich Laughlin, Kelly Corado, Noel Yuen, Fire Chief Bryan Wood, Fire Marshal Joey Wiedel, Tim Terral

City Attorney Patrick Boulden stated that our City Planner Erik Enyart is out today and this would be his item for presentation. Patrick explained that most of this development has been approved and our main concern is the intersection between the “Trails at White Hawk II and the Ridge of South County at the joining point. Patrick continued to explain the detail site plan and the traffic calming proposals.

Fire Chief Bryan Wood explained that gates for us prevent a problem for us, Bryan explained that there has been issues in the pass which he gave several examples, also the green space or reserve would allow for access on either side.

Mayor Easton had several question for the developer about the green space that was presented by the developer. Councilman Stewart stated that he is open to a solution that will work for both. City Attorney explained that as long as that area is dedicated as green space and not dedicated road way, yes a gate is possible.

Tim Terral, Tulsa Engineering & Planning Associates, Inc. stated that we are certainly up to a gate, and since we couldn't gate a public street before and we are proposing a reserve area and we could have a gate there and it think it would be something everyone would like.

Patrick Schiffli, Ridge at South County stated that without a crash gate this doesn't make sense, in the last meeting we made a lot of progress in terms of separating the two neighborhoods and diverting traffic. Patrick explained that this could be up for a re-vote at any time in the future how long would this crash gate last, and if the crash gate goes in I think everyone would be satisfied.

Bob Evans, Ridge at South County stated that back in October we asked for a crash gate and had it been done then we wouldn't be here now. Bob stated that this plan with a gate would be an acceptable solution.

Jon Stevens, Ridge at South County stated that he would seconded what Bob suggested, something would be good so people can't drive through.

Kevin Riddle, Ridge at South County stated that I am fine with the changes as long as there is a gate and architecturally matches the neighborhoods.

Amanda Laughlin, Ridge at South County stated that she agrees with this plan with a gate, and also with a permanent solution, and if this does not get approved than plan “a” from the last meeting which was already approved would be the option.

Kelly Corado, Ridge at South County stated that it concerns her that this could be opened up to a road at any time that in years to come when this is all forgotten that we might have come back and revisit this and right back square one. Kelly asked what exactly a crash gate is. City Manager explained to Kelly what a crash gate is in detail.

Joey Wiedel, Fire Marshal stated that a lot of the things that are being proposed makes sense, but there can be some issues as well. Joey explained that at the Ridge the purpose on adding the south entrance was to meet the standard code and right now those entrances do not. Joey continue to explain what the standard code issues are for these entrances in these subdivisions. Joey explained that we are against gates, he then began to explain some examples of problems that has occurred over the year with emergency access in subdivision with gates. I think that if we do have a gate we need to be able to access it from both sides.

Noel Yuen, Ridge South County stated that he feels you guys on the right path to finding a solution, and with technologies that are being brought up this would not be a bad idea for this area.

Mayor Easton asked for a motion on item #2. Councilman Stewart made motion to approve the Final Plat for The Trails at White Hawk II, subject to the creation of an area designated as Reserve "G", to be dedicated as an emergency vehicle access easement only, with no provision for future dedication as a public road way, to be curbed and paved to City of Bixby standards for a residential street, with a radio frequency controlled emergency vehicle access gate, approved by the Fire Marshall and the architectural design subject to City Manager site plan approval, seconded by Vice Mayor Loudermilk. The vote was taken with the following results:

Carried 5-0

Yes: Stewart, Loudermilk, King, Guthrie, Easton

No: None

**Mayor Easton said on Item #3 on the Regular Agenda is:**

Discuss and/or take action on Change Order No. 2 for the STP Signalization Project at 146th & Memorial.

Presented by: Jared Cottle

City Manager Jared Cottle stated that during signal coordination efforts between the 146<sup>th</sup> Street, 148<sup>th</sup> Street and 151<sup>st</sup> Street signals, it was discovered that there was no operable vehicle detection equipment on the east leg of 151<sup>st</sup> Street. Jared explained that Staff requested costs from ODOT to upgrade to camera vehicle detection equipment for the entire intersection at both the 148<sup>th</sup> and 151<sup>st</sup> Intersection. Since this work is outside the scope of the original ODOT project, ODOT determined that the cost cannot be shared but must be provided entirely by the City. Jared stated that we do have STP funds match dollars in the budget to apply to this, and I recommend ODOT to proceed.

Mayor Easton asked for a motion on item #3. Councilman Stewart made motion, seconded by Councilman King. The vote was taken with the following results:

Carried 5-0

Yes: Stewart, King, Loudermilk, Guthrie, Easton

No: None

**Mayor Easton said on Item #4 on the Regular Agenda is:**

Discuss and/or take action on approving the Bixhoma Lake Master Plan.

Presented by: Jared Cottle

City Manager Jared Cottle stated that based on guidance provided by Council, the Bixhoma Lake Endowment, and U.S. Fish & Wildlife personnel; Staff and Planning Design group have prepared and updated Master Plan for Bixhoma Lake. Jim Crosby from Planning Design gave a brief presentation of the Master Plan.

Mayor Easton asked for a motion on item #4. Councilman Stewart made motion, seconded by Vice Mayor Loudermilk. The vote was taken with the following results:

Carried 5-0

Yes: Stewart, Loudermilk, King, Guthrie, Easton

No: None

**Mayor Easton said on item #5 on the Regular Agenda is:**

Discuss and/or take action on approving the Downtown River District Master Plan.

Presented by: Jared Cottle

City Manager Jared Cottle explained that based on guidance provided by Council; Staff and Planning Design Group have prepared an updated Master Plan for the Downtown River District. Jim Crosby from Planning Design Group gave a brief presentation, this Master Plan will also be used during the Public presentations to communicate project priorities and scope. Jim Crosby from Planning Design gave a brief presentation of the Master Plan. Questions and concerns were asked from the citizens that were in attendance. Jared stated that the 3-D model of the Master Plan will be added to our website.

Mayor Easton asked for a motion on item #5. Councilman King made motion, seconded by Vice Mayor Loudermilk. The vote was taken with the following results:

Carried 5-0

Yes: King, Loudermilk, Guthrie, Stewart, Easton

No: None

**Mayor Easton said on item #6 on the Regular Agenda is:**

Consider and take action on Resolution 2016-02, notifying the Tulsa County Election Board of a nonpartisan election to be held, if needed, in the City of Bixby, on Tuesday, April 5, 2016, for the Office of Council member from City Council Ward Five (5).

Presented by: Patrick Boulden

Mayor Easton asked for a motion on item #6. Councilman Stewart made motion to approve, seconded by Vice Mayor Loudermilk. The vote was taken with the following results:

Carried 5-0

Yes: Stewart, Loudermilk, King, Guthrie, Easton

No: None

**Mayor Easton said on item #7 on the Regular Agenda is:**

Consider and take action on Ordinance Number 2180, granting of a franchise to the Oklahoma Gas and Electric Company for the use of the streets, alleys, and public places within the City of Bixby for the production, transmission, distribution and sale of electric current. Action includes separate approval of an Emergency Clause.

Presented by: Patrick Boulden

City Attorney Patrick Boulden stated that over the past year discussing terms and conditions of renewal of the Oklahoma Gas and Electric franchise for the City of Bixby and we now have that Ordinance that would constitute that franchise grant by the City of Bixby subject to the approval of this council, and approval of the emergency clause.

Mayor Easton asked for a motion on item #7. Councilman King made motion, seconded by Vice Mayor Loudermilk. The vote was taken with the following results:

Carried 5-0

Yes: King, Loudermilk, Stewart, Guthrie, Easton

No: None

**Emergency Clause**

Mayor Easton asked for a motion on the emergency clause. Councilman Guthrie made motion, seconded by King. The vote was taken with the following results:

Carried 5-0

Yes: Guthrie, King, Loudermilk, Stewart, Easton

No: None

**Mayor Easton said on item #8 on the Regular Agenda is:**

Consider and take action on Resolution 2016-01, notifying the Tulsa County Election Board of a Special Election to be held on Tuesday, April 5, 2016 in the City of Bixby, for the purpose of submitting to voters the question of whether an Ordinance Number 2180, granting a franchise to Oklahoma Gas and Electric Company in the City of Bixby should be approved.

Presented by: Patrick Boulden

City Attorney Patrick Boulden stated that Resolution 2016-01, notifying the Tulsa County Election Board of a Special Election for the purpose of submitting to voters the question of whether an Ordinance Number 2180, granting a franchise to Oklahoma Gas and Electric Company in the City of Bixby should be approve. Patrick recommend approve of this Resolution.

Mayor Easton asked for a motion on item #8. Councilman Guthrie made motion, seconded by King. The vote was taken with the following results:

Carried 5-0

Yes: Guthrie, King, Loudermilk, Stewart, Easton

No: None

**Mayor Easton said on item #9 on the Regular Agenda is:**

Discuss and/or approve proposal from IBTS to provide Permitting Software GOVmotus and perform a study of Bixby's permitting and licensing structure at a cost of \$15,000.

Presented by: Bea Aamodt

Public Works Director Bea Aamodt explained that IBTS (Institute for Building Technology and Safety) that provides services to municipalities such as grant administration, permitting process, licensing and fee structure as related to Building Permits, licensing, and other municipals needs. Bea explained that IBTS will review the city's current fee structure and make comparison to local, like sized cities and then provide several recommendations to the fee structure.

Mayor Easton asked for a motion on item #9. Vice Mayor Loudermilk made motion to approve, seconded by Stewart. The vote was taken with the following results:

Carried 5-0

Yes: Loudermilk, Stewart, King, Guthrie, Easton

No: None

**Mayor Easton said on item #10 on the Regular Agenda is:**

City Manager's Report

1. 136<sup>th</sup> Street widening is complete, with the stripping is temporary.
2. Tulsa County is organizing a public meeting on reconstructing 101<sup>st</sup> Street, we will put that on our website for citizens that would be interested in attending that.
3. FEMA is circulating our CLORM for Haikey Creek for approval.
4. Schedule for baseball and softball tournaments with beginning dates March 13<sup>th</sup> thru Oct 21<sup>st</sup>, with 17 tournaments. League play will start at the end of March and extending through June, softball will start in April and extend through June.

**Mayor Easton said on item #11 on the Regular Agenda is:**

New Business

There being none.

Mayor Easton called adjournment at 7:48 p.m.

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MAYOR

ATTEST

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CITY CLERK

**BIXBY PUBLIC WORKS AUTHORITY MEETING**  
**Board of Trustees**  
**Municipal Building**  
**Minutes**  
**116 W. Needles, Bixby, OK 74008**  
**January 11, 2016 6:00 P.M.**

The agenda for the regularly scheduled meeting of the City Council of the City of Bixby was posted on the bulletin board at City Hall, 116 West Needles Avenue, Bixby, Oklahoma on January 8<sup>th</sup> on or before 5:00 p.m.

Mayor Easton called the Bixby Public Works Authority Meeting to order at 9:7:48 p.m. all members were present.

**Members Present**

**Guthrie**  
**King**  
**Stewart**  
**Loudermilk**  
**Easton**

**Staff Present**

**Patrick Boulden, City Attorney**  
**Charles Barnes Finance Director**  
**Jared Cottle, City Manager**  
**Ike Shirley, Police Chief**  
**Bea Aamodt, Public Works Dir**  
**Yvonne Adams, City Clerk**  
**Don Cash, Parks Director**

**Mayor Easton said Item #1 on the BPWA Consent Agenda is:**  
**CITY CLERKS REPORT**

Consider and approve:

- a. Minutes for Bixby Public Works Authority regular meeting of 12/14/15.

Mayor Easton asked if there were any questions or amendments to the consent agenda. Mayor Easton asked for a motion on the consent agenda. Councilman Stewart made motion to approve, seconded by King. The vote was taken with the following results.

Carried 5-0

Yes: Stewart, King, Guthrie, Loudermilk, Easton

No: None

**Mayor Easton said on Item #1 on the Regular BPWA agenda is:**  
**New Business**

There being none.

Adjournment was called at 7:49 p.m.

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MAYOR

ATTEST

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CITY CLERK